

## **REQUEST FOR INFORMATION**

TO: ENERGY CONSULTANTS

FROM: The Idaho Legislative Council Interim Committee on Energy, Environment and Technology.

SUBJECT: Consultant to the Legislative Council Interim Committee on Energy, Environment and Technology.

DATE: April 4, 2006

**The Idaho Legislature is seeking a consultant to assist the Idaho Legislative Council Interim Committee on Energy, Environment and Technology in developing a state energy plan.**

### Background and Scope of Work.

House Concurrent Resolution No. 62, adopted by the Second Regular Session of the Fifty-eighth Idaho Legislature, requests the Legislative Council Interim Committee on Energy, Environment and Technology to develop an integrated state energy plan that provides for the state's power generation needs and protects the health and safety of the citizens of Idaho and the products produced by the state. House Concurrent Resolution No. 62 requests the Interim Committee to consider the air and water quality impacts, effects on existing industries, and allocation of water resources with regard to energy development. In addition, the Interim Committee is requested to involve representatives of local government, business, agriculture and industry, the environmental community, the health care community and state agencies in its study and inquiry, and to make a report to the Legislature.

The Interim Committee will undertake the following tasks:

- Assess current energy production, consumption and transmission in Idaho.
- Project the energy production, consumption and transmission needs of Idaho over the next ten (10), twenty (20) and thirty (30) years.
- Investigate the energy production and transmission facilities that are required to meet Idaho's projected energy needs, taking into consideration both the benefits and costs, including environmental impacts, of the various alternatives.

- If new production and transmission facilities are required to meet Idaho's projected energy needs, consider what siting criteria should be used.
- Prepare an Idaho Energy Plan that incorporates the findings and recommendations of the Interim Committee.

The Energy Consultant will work with the Interim Committee and the staff of the Legislative Services Office to gather information from the stakeholders and from public and private sources. To the maximum extent possible, the Energy Consultant will utilize the resources of Idaho administrative agencies, including the Idaho Public Utilities Commission, the Idaho Department of Environmental Quality, Idaho Department of Water Resources and the Energy Division of the Idaho Department of Water Resources.

The Energy Consultant's Proposal should include:

- An explanation of the alternative approaches that the Consultant feels could be taken to frame a state energy plan.
- A description of the steps that the Interim Committee should take during the next eight (8) months toward developing a state energy plan.
- A detailed statement of the Consultant's approach to this specific project, including a breakdown of specific services the Consultant proposes to offer the Interim Committee.
- A cost estimate broken down by each discrete segments of proposals of the Consultant's proposed services.
- Basic data relative to the Consultant's organizational structure, history, personnel, special expertise and general credits. Individual resumes, awards, associations, etc., may be included. Office brochures should be submitted separately as supplemental data.
- List of the individuals expected to accomplish this work, including anticipated consultants. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and their qualifications.
- A list of the Consultant's clients over the past five (5) years.
- A description of all Idaho projects in which the Consultant has been involved and all projects with Idaho-based clients.
- Provide a list of at least five (5) projects, with brief descriptions, including the entity for which the Consultant performed the services, which shows the ability of the Consultant to complete projects of similar scope.

- Examples of state energy plans the Consultant has prepared or helped to prepare.

Solicitation process:

Pursuant to section 67-5716(14), Idaho Code, the Idaho Legislature is exempt from the procurement process established in chapter 57, title 67, Idaho Code. This Request for Information is governed by the process set forth below. Interested parties may submit ten (10) copies of a proposal for providing energy consulting services to the Interim Committee until April 28, 2006, at 5:00 p.m. Submittals, and questions that arise as a result of this Request for Proposal, must be addressed to:

Paige Alan Parker  
Legislative Services Office  
P.O. Box 83720  
Boise, ID 83720-0054  
(208) 334-4857  
(208) 334-2125 (fax)  
[pparker@lso.idaho.gov](mailto:pparker@lso.idaho.gov)

It is the interested party's responsibility to check for any addenda, amendments and responses to questions prior to submitting a proposal. In the event that it becomes necessary to revise any part of this Request for Information or to answer questions submitted to the Interim Committee, the Interim Committee will post the addenda, amendment or response to questions at:

<http://www.legislature.idaho.gov/sessioninfo/2006/Interim/interimcommittees.htm>.

Information given to one (1) interested party will be available to all other interested parties if such information is necessary for the purposes of submitting a proposal or if failure to give such information would be prejudicial to uninformed parties.

The Interim Committee, or its staff, will review proposals and select one (1) or more Consultants. The Interim Committee may require presentations from or interviews of the selected Consultant(s). The Interim Committee reserves the right to investigate and confirm the Consultant's representations and to contact references, both internal and external to the State of Idaho, and whether or not the Consultant has identified the party as a reference. Consultants must be aware that methods and procedures proposed could become contractual obligations. The Interim Committee may negotiate with one (1) or more Consultants. The successful Consultant(s) will be required to sign an agreement including the state's standard terms, as modified by negotiations. Interested parties may obtain the State of Idaho Standard Terms and Conditions at the following website: <http://adm.idaho.gov/purchasing/purchasingrules.html>. The Interim Committee reserves the right to reject any or all submittals received as a result of this Request for Information. The Interim Committee may also negotiate separately with any source in any manner necessary to serve the best interests of the State of Idaho.

Awards will be made on the basis of submittals resulting from this Request for Information, investigations by the Interim Committee, and any presentations or interviews the Interim Committee may choose to conduct. The Interim Committee reserves the right to award contracts on one (1) or more discrete segments of proposals as submitted by individual Consultants.

Pursuant to section 9-337, Idaho Code, *et seq.*, information or documents received from a Consultant in response to this Request for Information may be open to public inspection and copying unless exempt from disclosure. Consultants shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for such exemption. The Consultant shall indemnify and defend the State against all liability, claims, damages, losses, expenses, actions, attorney's fees and suits whatsoever for honoring such a designation or for the Consultant's failure to designate individual documents as exempt. The Consultant's failure to designate as exempt any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any such release. If the State receives a request for materials claimed exempt by the Consultant, the Consultant shall provide the legal defense for such claim. The State will not accept a legend or statement on one (1) page that all, or substantially all, of a document is exempt from disclosure.